

TRADE TRACKING SYSTEM

89/12/12

WORKLOAD AND OFFICER SUMMARY
ACTIVITY REPORT

FOR QUARTER 1 OF FISCAL YEAR 1989

POST : ANKARA

	NUMBER	% OFFICER-TIME		TOTAL-TIME PERSON-QTR
		CANADA	LOC-ENG	
A. EXPORT/TRADE/POLICY ENQUIRIES :				
FROM CANADA :	206	31.50	36.00	1.35
FROM TERRITORIES :	425	21.00	24.00	0.90
B. VISITS TO CLIENTS IN TERRITORY :	88	13.50	6.00	0.39
C. EXPORT/TRADE/POLICY PROJECTS AND EVENTS :				
FAIRS :	1	6.00	5.00	0.22
MISSIONS :	1	2.50	1.00	0.07
CONFERENCE SEMINARS :	1	0.00	0.50	0.01
OTHER :	0	0.00	0.00	0.00
D. COMMERCIAL* ECONOMIC REPORTS :				
HQ REQUESTED :	13	2.00	4.00	0.12
POST INITIATED :	14	1.50	4.50	0.12
E. COMMUNICATIONS ACTIVITIES :	2	0.50	0.00	0.01
F. INVESTMENT ENQUIRIES :				
FROM CANADA :	0	0.00	0.00	0.00
FROM TERRITORIES :	1	0.00	0.50	0.01
G. TECHNOLOGY INFLOW PROGRAM ENQR'S FRM CANADA :	0	0.00	0.00	0.00
CONNECTIONS ARRANGED :	0	0.00	0.00	0.00
H. PARTICIP'TN IN PROG-REL EVENTS OUTSIDE POST :		3.00	4.00	0.14
I. SERVICE REQUESTS FM GOV'T SOURCES :				
NGO :	10	1.50	3.00	0.09
HOST GOVERNMENT :	2	1.00	0.50	0.03
OTHER DEPARTMENT :	20	3.00	4.00	0.14
PROVINCES/MUNICIPALITIES :	7	1.00	0.50	0.03
J. ADMINISTRATION: PROGRAM MANAGEMENT & ADMIN. :		1.00	0.00	0.02
LEAVE, PROFESSIONAL DEVELOP :		10.50	6.50	0.34
K. SERVICE TO OTHER MISSION PROGRAMS :		0.50	0.00	0.01
***** TOTALS *****		100.00	100.00	4.00

NUMBER OF BUSINESS VISITORS FROM CANADA : 48
FROM TERRIT : 76

NUMBER OF PEMD APPLICATIONS COMMENTED ON: 6

NUMBER OF OCCUPIED OFFICER POSITIONS - CANADA-BASED : 2
- LOCALLY-ENGAGED : 2